
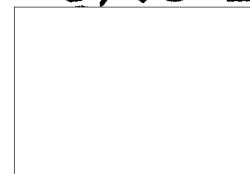


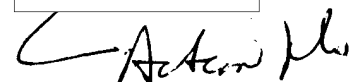
Page Denied

VChm, CIPC

20 September 1985

9/20
SMB 



 Action Plan

MEMORANDUM FOR: See Distribution

FROM:



Executive Officer, ICS

SUBJECT: Highlight Report for the D/ICS Covering the Period
16-24 September

Using the attached format, please provide by noon, 24 September a one-page highlight report for the D/ICS summarizing major activities of your office during the period 16-24 September 1985. Negative reports are requested.



SAMPLE

COMIREX HIGHLIGHTS
16-24 September 1985

- o Please use bullets like this and limit the report to one page. Adherence to this standard format will minimize the editing required to produce a consistent, composite report for the entire Staff. If sub-points need to be made, please use double ticks like this:
 - Sub-point one is entered here with indentation under the first word like this.
 - Sub-point two
 - etc.
- o Ditto
- o Ditto
- o Thanks

CLASSIFICATION

STAT

DCI/ICS

Distribution:

- 1 - COMIREX
- 1 - SIGINT
- 1 - HUMINT
- 1 - PBS
- 1 - PPS
- 1 - CIPC
- 1 - CCIS
- 1 - SECOM
- 1 - IHC
- 1 - FIPC
- 1 - LL

STAT

- 1 -
- 1 - Registry